

Financial Analyst

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Company: Keywords Studios

Location: Mexico City

Category: other-general

Keywords Studios, the world's leading provider of technical and creative services to the global video game as a Financial Analyst, you will play a crucial role in ensuring accurate and timely processing of payments and maintaining solid relationships with our vendors.

Responsibilities include data analysis, recording journal-entries, reconciling accounts, maintaining accurate financial records, preparing monthly variance analysis and participating in month-end closing activities.

Keywords Studios offers a supportive and collaborative culture where you will have the opportunity to learn and grow. We empower our employees to perform to the best of their ability and provide various training opportunities to further develop your skills. If you have a passion for finance and the video games industry, join us at Keywords Studios and be a part of our can do attitude.

Position Summary:

We are seeking a dependable Financial Analyst to support the preparation of financial statements in compliance with all regulatory and accounting standards under the guidance of a Controller. The ideal candidate for this role should be an effective communicator with the Regional Finance Team and possess a strong grasp of Local GAAP and IFRS. They must be a highly organized professional with acute attention to detail, demonstrating the ability to work both autonomously and collaboratively. The Financial Analyst will be responsible for identifying and preventing discrepancies and implementing control systems to enhance daily operations. The primary objective of this position is to ensure the company's accounting and financial processes meet the highest standards, delivering accurate financial reporting

and control.

Job Responsibilities:

Please note that this list represents the primary responsibilities of the role and is not exhaustive.

Maintain a comprehensive understanding of accounting principles, including the management of various foreign currencies.

Prepare, monitor, and consolidate budgets, offering detailed explanations for variations against actual results.

Prepare, monitor, and consolidate forecasts, providing clear explanations for variations against actual results.

Execute intercompany reconciliations.

Possess general knowledge of taxes, including calculations for provisional and annual payments, deferred tax, and VAT refunds.

Prepare DIOT and electronic accounting documents.

Generate reports for auditors.

Continuously monitor existing processes and maximize automation where possible.

Establish necessary processes based on daily operations.

Support various aspects of accounting management, including billing, taxes, accounts receivable, accounts payable, general accounting, and reporting.

Assist in establishing internal controls and policies to ensure compliance with regulations and industry best practices.

Participate in the preparation of financial statements, adhering to official guidelines and internal requirements.

Manage journal entries, invoices, and account reconciliations for monthly or annual closings.

Requirements

Strong oral and written communication skills in English.

Excellent knowledge of accounting and financial processes, including budgeting, monthly financial closings, and reporting.

Proficiency in Excel, with experience in VLOOKUP, SUMIF, pivot tables, and related functions.

Understanding of data analysis and forecasting.

Exceptional organizational skills with the ability to prioritize tasks effectively.

Strong interpersonal and communication skills.

Keen attention to detail and a proactive problem-solving mindset.

Analytical and accountable with a meticulous eye for detail.

Works well under pressure, collaborates effectively, and consistently meets deadlines.

Familiarity with NetSuite.

General knowledge of payroll and social security taxes.

Residing in Mexico City

Education and Experience:

Bachelor's degree in Accounting.

Minimum of 5+ years of proven experience in a Financial Analyst role.

Experience working in a multinational company.

Previous experience in the Big 4 accounting firms is considered an asset.

Benefits

Competitive salary

Law Benefits.

Schedule: From Monday – Friday

After 3 months:

Major and minor medical expenses insurance.

Saving funds.

Grocery vouchers

Role Information: EN

Studio: Keywords Studios

Location: Americas, Mexico

Area of Work: Finance

Service: Support Services

Employment Type: Full Time, Permanent

Working Pattern: Remote

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